

**Summary of Notes of Liaison Meeting between FSD and the Association of Registered
Fire Service Installation Contractors of HK Ltd (FSICA)
held on 3 July 2018**

1.1 Improvement of Fire Safety under the Fire Safety (Commercial Premises) Ordinance

Members were briefed on the latest inspection statistics.

1.2 Proposal to Improve Fire Safety in Private Buildings

Members were briefed on the latest enforcement statistics.

1.3 Checking the Standard of Maintenance Works Carried Out by Registered Fire Service Installation Contractors (RFSIC)

Members were briefed on the latest statistics related to the surprise checks conducted by FSD.

1.4 Registered Fire Engineer Scheme (RFireE)

Regarding RFEs' conflict of interests, ICAC advised FSD to, among others, maintain a system to record and examine RFEs declarations and to monitor cases with higher risks, etc. Meanwhile, FSD was also reviewing provisions in the Code of Practice which would give guidance in relation to the professional conduct of RFEs.

1.5 Commissioning of the Integrated Licensing, fire Safety and Prosecution System (LIFIPS)

The average usage of e-FS 251 in 2017 was 42.04%, and the average usage for the first 5 months of 2018 was 43.07%.

1.6 Annual Inspection of Fire Service Installations and Equipment (FSIs)

259 advisory letters (ALs) dispatched to the building owners between March 2018 and May 2018. There were 361 nos. of FS 251 received in response to the ALs within the period.

1.7 FSD Circular Letter No. 5/2016

This item was agreed to be deleted in the next meeting, as no further update on the issue was required.

1.8 General Guide on Buying Fire Extinguisher

An updated list showing the details of the total 189 RFSIC had been uploaded onto the FSD website for general public's information and reference. The list would be updated every six months.

1.9 FS water connection to the fresh water supply system/roof tank of target composite buildings under the Fire Safety (Buildings) Ordinance, Cap 572

For incorporation of fresh water supply system into FH/HR system, 3 TCBs were accepted as pilot cases, but one case was withdrawn. FSD still looked for a pilot case without using the back-flow preventer to satisfy the request from Water Supplies Department (WSD) before full implementation of this new initiative. For experience sharing purpose, workshop(s) in this aspect would be conducted for relevant trades and stakeholders concerned after completion of the pilot scheme.

1.10 Fire Resistant Cables for Use in Fire Service Installations and Equipment

As no further update for the issue was required, the meeting agreed that the item would be deleted in the next meeting.

1.11 Improvised FH/HR System (Phase III) for Targeted Composite Buildings of 7 storeys or above or over 20 m in height

As at 20.6.2018, approval were given for a total of 175 TCBs to have the capacity of their FS tanks to be reduced to 4500 litres under the captioned measure. FSI drawings for 55 TCBs (out of the 175) were submitted and 9 nos. of those were approved.

A document checklist for acceptance inspection for 502 and 572 projects was tabled for members' information. To shorten the lead time for processing the acceptance inspection, the project owner was advised to forward the duly completed document checklist to FSD prior to submitting the application for inspection and testing of fire service installations and equipment. RFSICs were

encouraged to use the checklist.

1.12 Disposal of Portable Fire Extinguishers and Cylinders

In order to enhance awareness of the public in the proper handling of obsolete FE, information regarding the regulation, disposal and recycling of FE and a one-minute video clip on “Tips for Disposing of Fire Extinguishers and Gas Cylinders” were uploaded onto the departmental homepage of FSD for general information.

URL

http://www.hkfsd.gov.hk/eng/fire_protection/accep_eq/regulation_fire_extinguishers.html

With regard to the educational leaflets and posters to be published jointly by FSD, EPD, FEHD and EMSD, action was in progress.

1.13 Application for Product Approval for Fire Resisting Cables

As the procedures of the application for product approval for fire resisting cables had been clearly explained in paragraph 3.1 of the minutes of meeting held on 19 April 2018 and no further update was required, the meeting agreed that the item would be deleted in the next meeting.

1.14 Building FSI Improvement Works - FSIC's Estimation of Project Costs and Duration

FSICA was willing to provide FSD with the information on costs and duration estimation of FSI improvement works subject to the advice given by their legal adviser on whether the said provision was legally compliant or not according to the Competition Ordinances. It was anticipated that it would take long time for FSICA to obtain legal advice and follow up the issue. In view of this, the meeting agreed that the issue would be put on shelf for the time being until there was update to report.

1.15 FSIs for Modular Integrated Construction (MiC)

An inter-departmental meeting was held in June 2018 with WSD and BD regarding MiC. In the meeting, all departments expressed full support to the

implementation of MiC and would arrange a set of guidelines for MiC shortly.

1.16 Documents Checklist for Acceptance Inspection

The document checklist had been reviewed and revised on 14.5.2018. The updated version was uploaded onto FSD website for free download.

Members were invited to consider if the document checklist should be submitted to FSD prior to the submission of FSI 501 and the appropriate time of submitting the checklist. The proposal was discussed in detail. As no conclusion could be come up, the item would be further discussed in the next meeting.

1.17 Checklist for Major Defects of FSI Drawings Submission under Cap. 502 / Cap. 572 launched in 2015

In order to enhance the standard of FSI drawing submission under Cap. 502/ Cap. 572 by the FSI contractor, a checklist for the major defects of FSI plans submission had been uploaded onto FSD Website for the contractors' reference in 2015 and such initiative was introduced in the different seminars held with relevant stakeholders in 2015 and 2016. However, according to the records, the outcome was out of FSD's expectation. Members of FSICA were reminded that attention should be paid on their standard of plans submission and all items listed in the checklist would also be noted while preparing the FSI drawing. An advisory letter to the subject FSIC in respect of repeating sub-standard plan submission would be introduced in due course.

1.18 General Procedures for Handling Shutdown of FSI

As the captioned procedures had been implemented since 2007, it was time to conduct a review in order to enhance the effectiveness. An internal working group was set up to review the relevant procedures. In this regard, views of relevant trades and stakeholders would be sought for reference as well. A draft FSD Circular Letter in this aspect would be prepared in due course.